

NHPRC

National Historical Publications & Records Commission

DOCUMENTING DEMOCRACY

&

ASHRAB

Alaska State Historical Records Advisory Board
DOCUMENTING ALASKAN LIFE





Children gather around a light aircraft; Kaltag, 1954; Commissioner of Educations Photographs, 1925-1970. Alaska State Archives

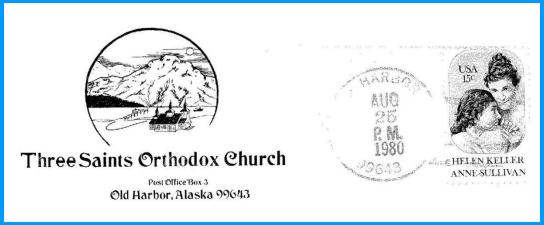


WHAT IS THIS THING CALLED NHPRC?

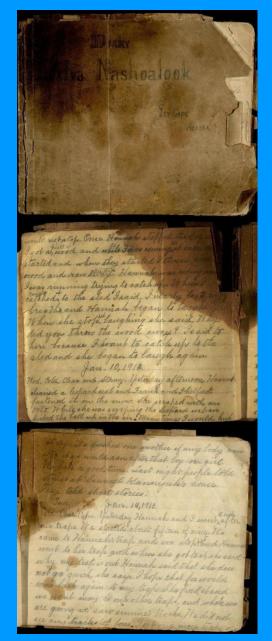
THE NATIONAL HISTORICAL PUBLICATIONS & RECORDS COMMISSION

- IT's The National Archives grants agency
- > It promotes America's documentary heritage
- > It preserves documentary source materials & makes them accessible
- Learn more at

http://www.archives.gov/nhprc



Letterhead, Alaska State Archives







WHAT ARE DOCUMENTARY SOURCE MATERIALS?

Documents a person or organization creates to show evidence of an activity or operation ~ They're *Records* ~

Archives & Manuscripts



Moses Alexie, Eek Alaska, Summer 1956. AK State Archives

Grants & Grant Writing



Archives & Marascripts MAY INCLUDE

- Office files generated by any organization
- > Personal papers generated by 1 or more people

EXAMPLES

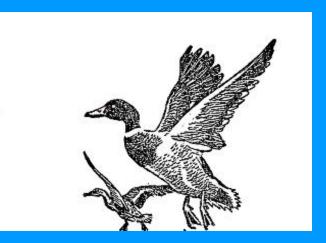
Minutes
Reading files
Subject files
Project files
Case files

Reports
Electronic formats
Diaries
Musical scores

Oral history files
Photographs
Maps, graphs, charts & tables
Films, videos & sound recordings

KIANA CITY COUNCIL

KIANA, ALASKA 99749



Letterhead, Alaska State Archives.





Igiugig Tree of Thankfulness. Igiugig Tribal Library.

Who & What Does NHPRC Fund?

- State, county, municipal, tribal & other governments
- Organization & business records*
- Maps, architectural & engineering drawings
- Literary manuscripts, personal papers, family papers,
- Photos, films, sound recordings
- Electronic records
- * NOTE: NHPRC does not fund for profit businesses. However, it will fund work on collections in non-profits that came from businesses



HOW DOES NHPRC WORK? NHPRC Works Through SHRABS

WHAT'S A SHRAB?

A State Historical Records Advisory Board.



Alaska State Archives



Mrs. Savikko's 2nd Grade class visits the Alaska State Archives.



A FEW FACTS ABOUT SHRABS

2 Basic Functions:

- Promote historical records preservation throughout their states
- Recommend their states' grant proposals to the National Archives.

Alaska's Board is the Alaska State Historical Records Advisory Board



>Meets ~

- Face-to-face meetings twice each year
- Tele- or videoconference twice a year

Two students in their classroom, ca. 1950; Jesse :Lee Home Photographs, 1939-1955. Seward Public Library



WHAT DOES ASHRAB FOCUS ON?

4 things~

- Cooperation
- Help & Encouragement
- Providing a Forum
- Working with anyone to improve Alaskan historical records access

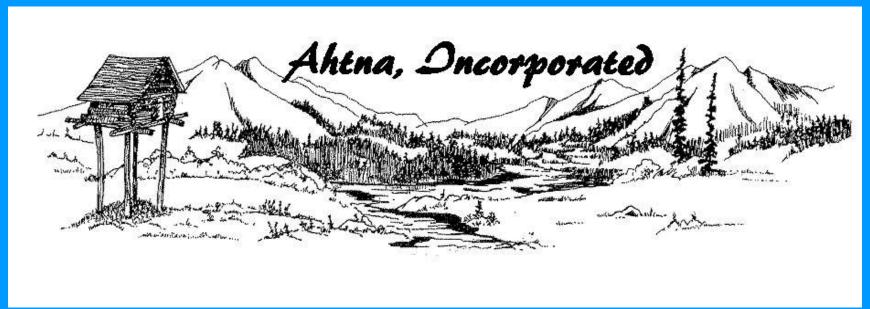


Gloria Selby stands in front of her parents' home in Afognak. Native Government of Afognak.



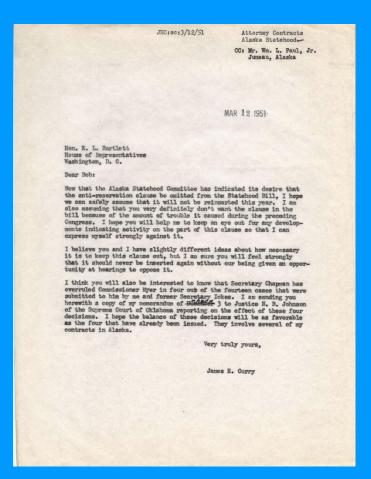
How Does ASHRAB Interlock With NHPRC?

Reviews all grant Alaskan proposals to NHPRC Reviews & scores all Alaskan proposals



Letterhead. Alaska State Archives



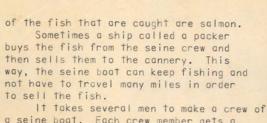


James Curry-E.L. *Bob* Bartlett correspondence, May 12, 1951. Sealaska Heritage Institute Archives

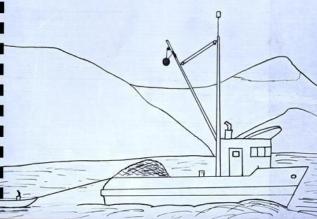
ASHRAB RECOMMENDS ONE OF THE FOLLOWING TO THE COMMISSION

- Fund at full amount requested
- Partially fund
- Don't fund, but recommend the applicant submit an amended (*improved*) proposal
- Don't fund & don't recommend reapplication





It takes several men to make a crew of a seine boat. Each crew member gets a share of the catch. The size of the crew determines how many shares there are.



Ketchikan, An Alaskan City. 'Written by students of Valley Park Elementary School, Ketchikan, Alaska. Dan Hill, Research Teacher'; ca. 1970. Alaska State Archives

WHAT DOES NHPRC STAFF DO WITH A PROPOSAL?

- Evaluates content
- Requests additional applicant information
- Sends it to expert reviewers for written evaluations
- Sends reviewer comments to applicants for response
- Reviews SHRAB recommendation, expert reviews & applicant responses
- Makes a funding recommendation to the Commission





Arthur Nagozruk, Jr.; University graduation; May 16, 1949; Charles Bunnell Collection. University of Alaska Fairbanks

WHAT DOES THE COMMISSION DO?

Reviews all approved applications
Recommends action to the *Commission Chair* (Archivist of the US) ~

- Fund at full amount requested
- Partially Fund
- Don't fund ~ ask for an amended (improved) proposal
- Don't fund & don't recommend an amended proposal



COPY

LONEH COMMERCIAL COMPANY

March 31, 1945

Major M. R. Marston Military Aide to the Governor Nome, Alaska

Denr Sir

In conjunction with your program for transporting prefabricated buildings (knockdown) to various destinations during Nevigation Season, 1945, we hereby agree to transport the following buildings from the Dock at Nome, Alaska, to High water Level at respective destinations as follows:

Chenelisk	20 x 40 b	uidding	Approx.	35	tons	
Stebbins	20 x 40	"	11	35	**	
Unalakleet	20 x 40	**	11	35	**	
17	16 x 16		11	15	t: 11	
Shaktoolik	16 x 32	11	17	30	-	
Koyuk	16' x 66'	. "	17	700	. /	5 Jans Only -
Elim	16 x 88	" 16'X16	/ "	-50	. ,,)	5 tom Only
Golovin	16 x 16'	"		70	" /	5 tom Only - 5 tom Only 5 tom Only
Wales	20 x 40	17	. 11	35	"	5 TONS anen
Diomede	20 x 40	" 16 16	" " .	35		5 TONS andy
King Island	20 × 40	# 16 x 16'		35	11	15 TONS NOT HAULED
Shishmaref	20 x 40	11	**	35	11	
Deering	20 x 40	**	11	35	**	
Kotzebue	20 x 40	**	17	35	**	
11	16 x 16	**	**	15	**	
Kiveline	20 x 40	11	77	35	**	
Point Hope	20 x 40	**	**	35	11 10	of Hanced -
Teller	20 x 40	**	**	35	**	
Igloo	20 x 40	17	51	35	**	
Saloman	16' x 16'			15	~ (King De. hud transfer)

It is agreed and understood that these buildings will be available at our book so as to meet our convenience in transporting whenever possible. It is further agreed that invoices can be rendered and paid upon completion of separate or individual houls.

It is also understood that either the LOMEN COMMERCIAL COMPANY OF FRANK
P. WILLIAMS (M 5 METRON) may make one or all of the above deliveries——the total
cost of which will be \$46,000.00.

LOWEN COMMERICAL COMPANY

(Signed by) Carl Anderson - Office Mgr.

ACCEPTED: ALASKA TERRITORIAL GUARD

(SIGN) M. R. Marston
M. R. Marston - Major
Military Aide to the Governor

Alaska Territorial Guard armory contract March 31, 1945; Alaska Territorial Guard Station Records. Alaska State Archives

WHAT HAPPENS THEN?

- Unofficial notification
- Official, signed Letter of
 Notification 2—4 weeks later
- Project can begin once the letter arrives & money is transferred
- All NHPRC grants must officially start the 1st day of the month.



But <u>Specifically</u> What Does NHPRC Fund? NPRC has 6 Basic Grant Proposal Opportunities ~

- > ARCHIVES BASIC PROJECTS
- ARCHIVES DETAILED PROCESSING PROJECTS
- DIGITIZED HISTORICAL RECORDS
- ELECTRONIC RECORDS
- PUBLISHED HISTORICAL RECORDS
- > STATE & NATIONAL PARTNERSHIP (SNAP) GRANTS



Children awaiting school lunch. Eek, 1956. Alaska State Archives

The Autry National Center's libraries, the Braun Research Library & the Autry Library, hold one of the nation's most comprehensive collections on Native American cultures & the history of the American West. Through a grant from the NHPRC, the Autry National Center for the American West has set out to process about 2,000 linear feet of archival material over the next two years. Once each month, the Autry Libraries blan will feature gems brought to light by Processing Archivist Holly Larson.

It's a typical day in the *Braun Research Library Archives*. I'm working with 100-year-old newspaper & historic cyanotypes (photographs printed with a similar process to blueprint; images appear as blue monochromes) & creating inventories & finding aids so that researchers can use collections. I opened a drawer & found what looks like an original parchment certificate; a land grant from the U.S. Government to James Taylor, assignee of William Taylor, for 7 years of Taylor's voluntary service in the military, document dated 1807 & signed by Thomas Jefferson & Secretary of State, & later President James Madison. (*Copied with edits from NHPRC Newsletter, March 2011*)



But This Just In~

Documenting Democracy: Access to Historical Records Projects

NHPRC offers the following grant application information for

Documenting Democracy: Access to Historical Records Projects.

Funding Opportunity Number: ACCESS-201110

Catalog of Federal Domestic Assistance (CFDA) Number: 89.003

Draft Deadline (optional): August 1, 2011

This new grant category supplants the previous Basic Projects and Detailed Processing programs.

The Commission developed this category to offer institutions flexibility as they design programs to promote valuable archival resources



But This Just In (continued)~

Documenting Democracy: Access to Historical Records Projects (continued).

The Commission seeks proposals that support 1 or a combination of the following activities:

Establish new archives programs

Process & catalog collections (basic or detailed

Convert existing finding aids to new online formats

Surveying & accessioning

Collection development.

The full announcement is available on our website: http://www.archives.gov/nhprc/announcement/access.html



But This Just In (continued)~

Documenting Democracy: Access to Historical Records Projects (continued).

Applications due Thursday 10/06/11. NHPRC staff will review drafts submitted by Monday, 08/08/11.

Each webinar will last one hour and is limited to 25 participants. To register, please click the link below the time at which you would like to attend!

Wednesday, 29 June @ 2:00 PM Eastern Daylight Time

https://www3.gotomeeting.com/register/344993798

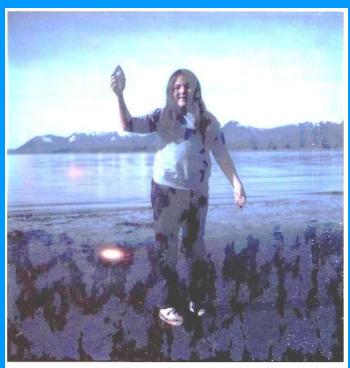
Thursday, 7 July @ 3:30 PM Eastern Daylight Time

https://www3.gotomeeting.com/register/509471886

Monday, 11 July @ 2:00 PM Eastern Daylight Time

https://www3.gotomeeting.com/register/233702126





Clams are easy to dig along the beaches at low tide.

Ketchikan, An Alaskan City. 'Written by students of Valley Park Elementary School, Ketchikan, Alaska. Dan Hill, Research Teacher'; ca. 1970 . Alaska State Archives

How Do I Get Further Information?

THERE ARE A NUMBER OF WAYS ~

- FUNDING OPPORTUNITY ANNOUNCEMENTS
 ~ http://www.Grants.gov/FIND
- > NHPRC's WEBPAGE ~

 HTTP://WWW.ARCHIVES.GOV/NHPRC
- TELECONFERENCES ~ announced about 6 weeks before a Grant Opportunity starts
- BECOME AN NHPRC BLOG FAN

Facebook RSS Feeds YouTube Flickr

Twitter



CONTACT NHPRC DIRECTLY ~

National Historical Publications and Records Commission (NHPRC)

National Archives and Records Administration

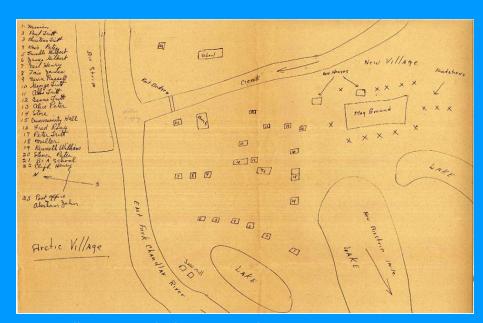
700 Pennsylvania Avenue NW, Room 106

Washington, DC 20408-0001

202-357-5010(v); 357-5914(f)

http://wwww.nhprc@nara.gov

http://www.archives.gov/nhprc



Arctic Village Map. Alaska State Archives



BUT THERE'S A NEW WRINKLE

YOU MUST SUBMIT YOUR APPLICATION THROUGH

GRANTS.gov







http://www.Grants.gov



THINGS YOU NEED TO KNOW ABOUT GRANTS.GOV

WHAT IS IT?

- A web portal for federal grant agencies
- Collects electronic forms & reports
- indexed User Guide

http://www.grants.gov/applicants/resources.jsp

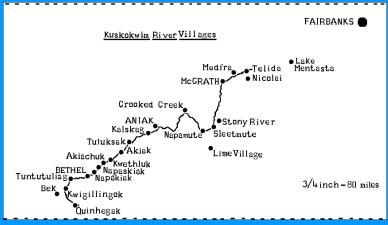


Brower's Store; Browerville; Point Barrow, 1997. Alaska State Archives



TERMS YOU NEED TO KNOW

- Central Contractor Registration (CCR)
- Authorized Organization Representative (AOR)
- E-Business Point of Contact (E-Biz POC)
- Data Universal Numbering System Number (DUNS number)Dun & Bradstreet, provides DUNS numbers
- Grants.gov Tracking Number

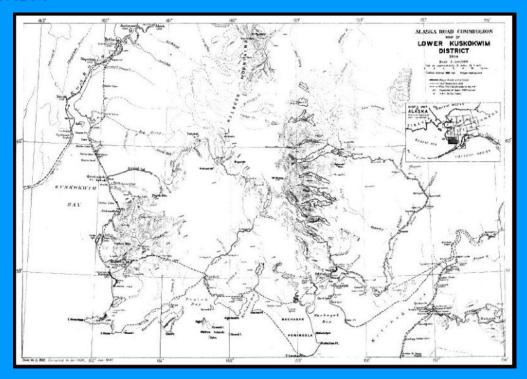


Kuskokwim River Villages, ca. 1955. Alaska State Archives.



TERMS (continued)

- FUNDING OPPORTUNITY ANNOUNCEMENT
- SYNOPSIS OF FUNDING OPPORTUNITY
- FUNDING OPPORTUNITY NUMBER
- Opportunity Category field
- Profile



Lower Kuskokwim District Map, 1938. Alaska Road Commission Maps & Drawings, ca. 1930-1960. Alaska State Archives



THINGS YOU'LL WANT TO KNOW ABOUT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA)
http://www.cdfa.gov

- MANDATORY FORMS
 - STANDARD FORM 424 (SF-424);
 - ▶ Parts A—D
- > Any named attachment including Project & Budget Narratives
- OPTIONAL FORMS can improve application but aren't required



WALRUS CAPITOL OF THE WORLD SAYOONGA, ALASKA

GITY OF SAVOONGA BOX 141 SAVOONGA, ALASKA 98709 PHONE 984-6614

DECLARATION OF EMERGENCY WATER SYSTEM OUTLINE PROJECT REQUEST FOR FUNDING



Letterhead. Alaska State Archives



A Couple of Other Things You Should Be Familiar With

- YOUR CONGRESSIONAL DISTRICT ~ ALASKA HAS ONLY ONE ~ AKO1
- > ADOBE READER



Based on a standard Bureau of the Census Map.



Roy Penatrovich and Walter Sobolef spoke on The motion, Vaul of Stated Saxman attorneys Contract signed already; Tomorrow Sitha, Klukwan, Hoonah, Douglas. Molion Comed unaumously. Soboleff spoke about new members. We should invite most. We would be helping ourselves. Chairmon Stated he Nnew of Two persons eligible. and other young people. We should have a membership Committee authorized to take in new members to remain town during Summer. Sout meeting: 9:00 p.m. Secretory announced a Community meeting next Monday on abougued Hearings To select a Committee to sign attorneys Contract. Jake Cropley Translated. Roy Peratrovich reported on our Bells passed by the Regislature This Month. He have been trying for a long Time to Correct discrimination against Our Hidowsond orphans. The General Clerton Date was Changed to 2 m Tuesday in October. Equal Rights Bill passed. I werele Code Bell passed eliminaling discommenation againstown people. He did and push Hankel primary Bell very hard -We are neither Republican or Democratic, Bubit Soboleff moved, 2 th Henry anderson That

Alaska Native Brotherhood meeting minutes. Sealaska Heritage Institute

TITLES YOU NEED TO KNOW

A FEDERALLY RECOGNIZED INDIAN TRIBAL GOVERNMENT IS ~

- Any tribe, band, nation or organized governing body
- Certified eligible for BIA programs by Secretary of the Interior
- Including Native Villages defined in ANCSA Section 3



TITLES YOU NEED TO KNOW (continued)

- ➤ GRANT RESEARCHER
- > GRANTEE
- > Individual
- GRACE PERIOD
- Cost Sharing or Matching Funds



Modalized transfer; Kwethluk, ca. 1970; Governor's Washington DC Office; Rural Alaskan Airport Facilities. Alaska State Archives



THINGS ABOUT APPLICATION

- CASH CONTRIBUTIONS
- THIRD PARTY IN-KIND CONTRIBUTIONS
- DISALLOWED COSTS



© UA Museum of the North

9 Drawings of Native Life On One Skin; George Ahgupuk; ca. 1959. Pen & ink on animal skin. University of Alaska Fairbanks Museum





Sealaska Heritage Institute

To Contact GRANTS.gov~

U.S. Department of Health and Human Services
Grants.gov
200 Independence Avenue, S.W.
HHH Building
Washington, DC 20201
Grants.gov Contact Center~
1-800-518-4726 or
support@grants.gov

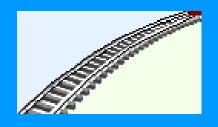




Arthur Petersen of Fort Yukon graduates from RCA Institutes, New York, August 18, 1962; Ernest Gruening Papers, 1914-1974. University of Alaska Fairbanks

THINGS ABOUT YOUR OWN PROJECT

- PROJECT PERIOD
- Funding Period
- Suspension
- Termination
- PROJECT COSTS
- UNOBLIGATED BALANCE
- DATE OF COMPLETION



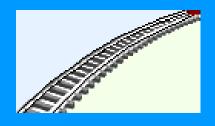
~ BASIC IDEAS ~ ABOUT GRANTS DEVELOPMENT

(With Some Commentary From Grants Administrators)



Balancing On A Rail. Alaska State Archives

31



START EARLY & START SLOW

BEFORE YOU WRITE~

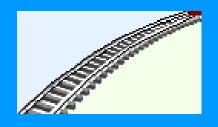
- Do lots of research
- Read web pages & FAQs
- LEARN TO USE GRANTS.gov
- > Start with a prospectus



Wedding. Sealaska Heritage Institute



Young Woman. Sealaska Heritage Institute



ASK ADVICE

- From the grant agency
- From the in-state review committee
- > ASK EACH~
 - Their interest level
 - > About significant & obvious roadblocks

COHO COMMERCIAL Nelson Lagoon Enterprises, Inc.

Nelson Lagoon, Alaska 99571 (907) 989-2204

Letterhead. Alaska State Archives

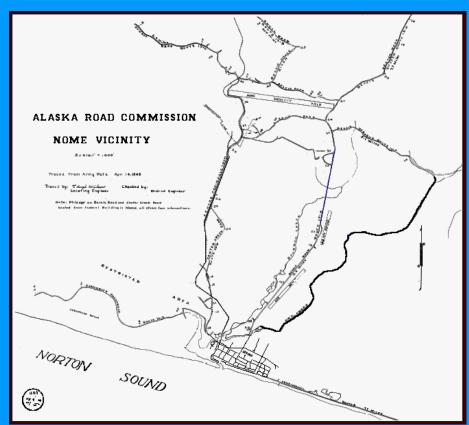


Chugachmiut boundaries. Alaska State Archives

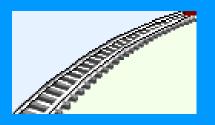


BE CAREFUL ABOUT YOUR BUDGET

- Work On the Budget First
- > Overall costs
- Cost Sharing ~ Who bears what costs?
- Use reasonable & documentable costs



Nome Vicinity Map, 1949. Alaska Road Commission Maps & Drawings; Alaska State Archives



ABOUT COST SHARING ~

- There's usually a required or preferred level
- Grantors like cash contributions when available
- But most cost sharing can be in-kind contributions



Tlingit Carver. Sealaska Heritage Institute



COST SHARING

Grantor preferences & requirements change over time, but some things you usually can use~

Staff Salaries
Staff benefits

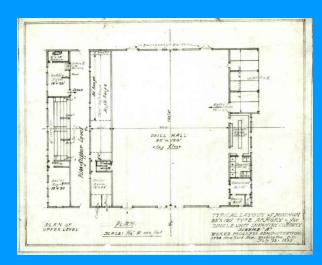
Board 'salaries'

Equipment

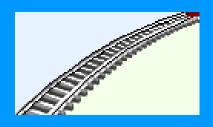
Floor space Travel Utilities Services

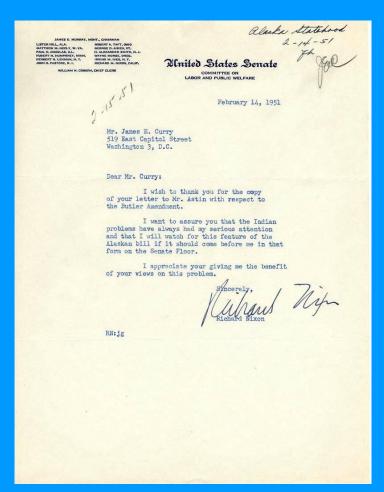
Is negotiated Indirect Costs a Cost Sharing Item?
YES

BUT THERE ARE THINGS TO THINK ABOUT



Alaska State Archives RG 123 Alaska Territorial Guard; series 1385 Station correspondence



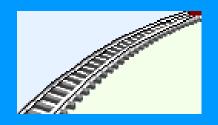


BE FLEXIBLE

(IN UNITY THERE IS STRENGTH)

- Let more than 1 person work from prospectus to completion
- CONSIDER A CONSULTANT PROJECT AS YOUR 1ST PROPOSAL
- Consider How Records Management May Strengthen Your Archival Program Plans

Letter, Richard Nixon-James Curry, February 14, 1951. Sealaska Heritage Institute



THINK CREATIVELY ~ FOR EXAMPLE ~

NHPRC digitizing projects must involve records with NATIONAL, not just regional or local history significance

- > A persuasive national significance case is up to the applicant
- NHPRC's FAQ on how to do this is a good place to start.
- What about a topic like Ongoing Indigenous-European Cultural Interrelationships, Not necessarily Westward Movement. Ongoing cultural development within the US?



Sisters of Saint Ann Alaskan Mission Sites. Sisters of Saint Ann



THINK CREATIVELY (continued)

- Would pre-American ~ like Russian Colonial records be considered competitive?
- Russian Orthodox Church records?

YES, BUT ~

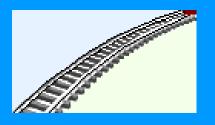
➤ CONSIDER BOTH CUTTING EDGE & OLD FASHIONED APPROACHES ~ FOR

EXAMPLE ∼

Microfilm is Not dead!



Mrs. Ferguson's 2nd Grade class visits the Alaska State Archives Both images by Damon Stuebner Alaska Division of Libraries, Archives & Museums.

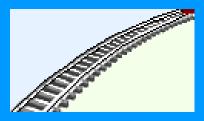


SET REASONABLE GOALS

- BREAK ULTIMATE GOALS INTO LIMITED GOALS
- Cooperate ~ FOR EXAMPLE ~
 - Cooperative grants among 2 or small communities or institutions



Medivac; ca. 1970; Governor's Washington DC Office rural Airports Facilities. Alaska State Archives



SYSTEMATICALLY BUILD ON YOUR PROJECTS & PROGRESS

CREATE A CHECKLIST OF NEEDS.

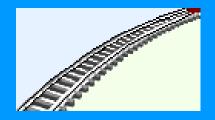
▶ Use the results of one project to set up ongoing grantsmanship

LOOK FOR WAYS THAT YOUR PROJECT CAN SERVE AS MODELS FOR OTHER ALASKAN.

ORGANIZATIONS

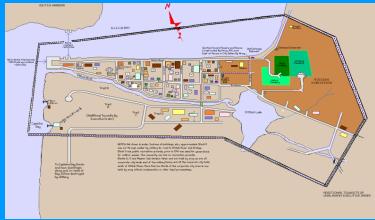


Grace Ford & Mary White & their children, Eek, 1956. Alaska State Archives

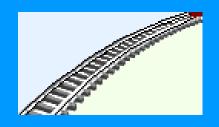


CONSULT LOCAL & COLLEGIAL WORKERS IN PLANNING & DEVELOPMENT ~ WHERE TO LOOK

- Get on professional URLs
- > Talk to professional organizations
- Professional grant development agencies~
 - Grant Station~Funding Exchange ~ Alaska based
 - ➢ Foundation Center ∼ Nationwide
- Review electronic newsletters~
 - Harvard University Native American Program (HUNAP)
 - Library of Congress Digital Preservation Newsletter
 - ➤ Association for Rural & Small Libraries
 - NHPRC Newsletter http://www.archives.gov/nhprc/newsletter/2011/may/









Alaska People & Others You Can Ask for General Advice

(Many are at this conference)

Jo Antonson AK State Historian

Scott Carrlee State Museum Curator; extensive knowledge IMLS museum grants

Glenn Cook Former State Archivist; SHRAB & NHPRC experience

Bob Curtis-Johnson SummitDay Media Preservation & Presentation, NEH & AV grants, Association of

Fundraising Professionals

Dean Dawson Alaska State Archivist; ASHRAB Coordinator

Patience Frederiksen Public Library Assistance-Interlibrary Coop-Continuing Ed Grants Administrator (Alaska

State Library annually awards \$1.9 million to libraries)

Alison Freese Senior Program Officer, Native American/Native Hawaiian Library Services, Institute of

Museum and Library Services

David George-Shongo Seneca Nation; 1st Archivists Circle; Native American Archival Protocols

Larry Hibpshman State Archives, past ASHRAB Secretary; NHPRC Experience

Zachary Jones Sealaska Heritage Institute ; ASHRAB-IMLS -NHPRC experience

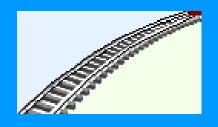
Marnie Leist Alutiiq Museum Registrar; CAP & MAP experience

Aja Razumny Public Library Development-Continuing Education Coordinator-Resource person

Katie Oliver Executive Director, Kodiak Historical Society-Baranov Museum

Sue Sherif State Library Development Head

Linda Wynne State Archives; past Sealaska Corporation Records Manager



OTHER GRANT PROGRAMS I ENCOUNTERED

American Association of Museums (AAM)
AK Humanities Forum

AK State Museum Grants in Aid

ANA DH&SS

Conservation Assessment Program (CAP)

Heritage Preservation

IAIA

Institute of Museum & Library Services (IMLS)

Museum Assessment Program (MAP)
Northeast Document Conservation Ctr (NEDCC)
National Film Preservation Foundation (NFPF)
National Park Service (NPS) Tribal Preservation
Programs & Grants
Rasmuson

Visual Resources Association (VRA)

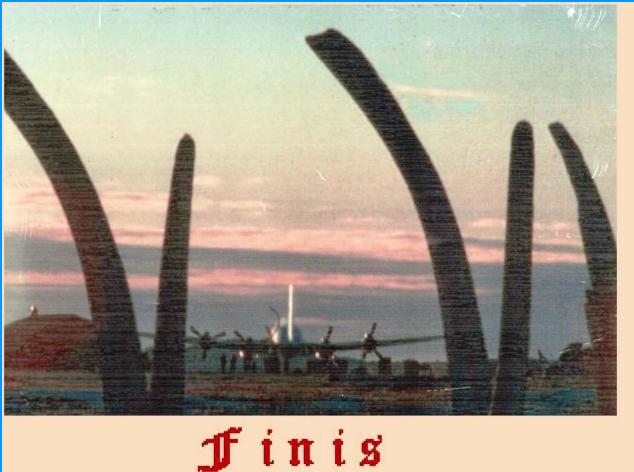
?Rex? Tuzroyluke, Point Hope; Mary Cox Photographs, 1953-1958. University of Alaska Fairbanks

Grants & Grant Writing









Wainwright Airport. Governor's Washington DC Office; Rural Airport Facilities, ca. 1975. Alaska State Archives Larry.hibpshman@alaska.gov Grants & Grant Writing